

**KIRKENDALL PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES**

Thursday, February 19, 6:30p.m.

Location: Kirkendall Public Library

Present: Lory Johnson., Tamara Fujinaka, ,Bert Testa, Lynne Boldt and Sam Mitchel

Excused: Todd Beveridge, Cami Brazelton and Kristen Gray

Topic	Discussion
Call to Order	Tamara Fujinaka, vice president, called the meeting to order at 6:30PM
Approval of Minutes	Motion made by Burt Testa, seconded by Lynne Boldt to approve the minutes from the January 15, 2014 meeting. Motion passed unanimously.
Consent Agenda	Financials update provided by Mitchel.
Director's Report	Director Mitchel reported on Library staff work anniversaries and staff in-service training, facility updates, and meetings. Mitchel also reported that he presented the FY16 budget to the City Council on January 16, 2015. Ankeny Living magazine will be doing a feature article on the library for the February edition.
Department Reports	Department heads provided a handout covering recent progress and updates on: circulation, acquisitions, adult programs, young adult programs, children's programs and technology.
Old Business	<ul style="list-style-type: none">A. Collections Agency: Library is moving forward with using Credit Bureau Service of Iowa, has registered through the company's online portal, and submitting delinquent accounts of \$25 and more.B. Board Retreat: Board members compiled a list of topics to address at the retreat such as: Review statute/bylaws/mission statement. Understanding board's role. SWOT analysis. Demographics. Trends. Expectations. Developing a vision for working with Foundation, Friends and City Council. Length of retreat and date. Two possible dates: May 15 or 21. Board members will choose date via email.
New Business	
Adjournment	There being no further business Lory Johnson made a motion to adjourn the meeting, Bert Testa seconded. Passed unanimously. Meeting was adjourned at 7:52PM.

Respectfully submitted, Sam Mitchel, Library Director